

**Municipal Comprehensive Plan
3rd Annual Report**

Name of Municipality: **The Town of Fenwick Island**

Date of Plan Certification: **November 2007** **Date of Report:** **July 31, 2010**

1. Please state the municipality's accomplishments in implementing its comprehensive plan over the last year.

The Charter and Ordinance Committee continues to review charter and code for updating where needed. Accomplished:

- Stricter regulations enacted for dune protection, boating safety and animal control
- Noise and disorderly conduct ordinances revisited
- Zoning amendments regarding renewable energy systems including wind and solar units

The Planning Commission was successful in establishing the Cultural and Historic Preservation Sub-committee which, in partnership with the New Friends of the Fenwick Lighthouse and the Fenwick Island Society of Homeowners (FISH) sponsored Old Fenwick Island Days in August 2009. Interpretive materials are on permanent display at Town Hall and a walking tour, which includes several important properties, continues to be popular. The Town established a Facebook presence for display of many of its photos.

The Fenwick Island Town Council, in cooperation with Sussex County Emergency Operations Center, continues participation in the 9-1-1 Street Renaming Program. This effort is designed to remove ambiguous names and to provide better direction for emergency responders.

The Beach Committee continues to host the Fenwick Freeze as a fund raising event to support the Sussex County EMS and beach patrol activities. The Annual Beach Clean-up was held on May 22.

The Environmental Committee partnered with the Center for the Inland Bays to present "Health of Our Inland Bays" at a recent meeting. Other presentations included bay water testing result, native plants for the beach and renewable energy systems.

The Town acquired a vacant lot adjacent to Town property to be used as a trail head/kayak launch. Town committees explored the possibility of re-locating its basketball court to the site as well as landscaping with native trees, a demonstration rain garden, and placing a picnic bench in the area.

The Town continued its efforts to relocate the police department to a new public safety building to be built near the current town hall. Efforts are being made to employ green technology wherever possible.

The Town was the recipient of a grant to conduct an energy audit. Audit results will assist the Town in its efforts to refurbish the existing Town Hall in the future.

Title 22, Chapter 7, Section 702, Del Code requires that within 18 months of comprehensive plan adoption, lands be rezoned in accordance with the land uses provided for in the comprehensive plan. Has this process been completed? If not, why? When is it expected to be complete?

There is no call for major and/or significant rezoning in the Town's Plan. In time, the Town may implement overlays to encourage development in certain areas. This may cause a change in zoning that will be addressed at that time.

2. Has any land been annexed into the municipality since the adoption of the comprehensive plan or the last annual report? _____ Yes _____ X No

of annexations: _____ -0-

of acres annexed: _____ -0-

Please list any annexations during this time period. N/A

3. The annual report is the municipality's opportunity to submit any plan corrections or minor plan amendments to the Office of State Planning Coordination for review. Does the municipality have any such corrections or minor amendments to offer at this time? If yes, please describe. (Please note that any amendments to a certified comprehensive plan may be subject to review under the Preliminary Land Use Service. Major plan amendments may require a more thorough review and/or update of the comprehensive plan)

The Town does not propose, at this time, any corrections or minor amendments.

4. Please review the recommendations and implementation items in your comprehensive plan. Indicate on the list which items are complete, underway, or not yet started. Also if there are other comments to add, please include them.

- **IO—Immediate and/or on-going Implementation Goals**

- *Recommendation 1.1*— Use the US Census and Delaware Population Consortium estimates as a starting point for determining the Town's demographics. – Waiting for results of US Census 2010

- *Recommendation 1.3*—Maintain the current orderly growth pattern. – The Town has not annexed additional property and as per Section 1 Part 1 has offered and MOU to Sussex County regarding development in the Area of Concern.
- *Recommendation 1.4*—Influence peak seasonal population through limits on occupants per bedroom for rental properties. – The Town has not considered any ordinance to restrict occupancy; however, a 12-person overnight limit on rental properties is vigorously enforced.
- *Recommendation 2.1*—Strengthen the existing residential zoning code provisions. – Review of code continues. Enacted ordinance change regarding renewable energy sources (wind and solar).
- *Recommendation 2.3*—Maintain the single-family detached use as a permitted use within the residential zone district. – No action required.
- *Recommendation 2.4*—Review the Town’s existing services and potential demand increases to determine year-round needs. – On-going review and action as needed.
- *Recommendation 3.2*—Work with Sussex County as its Comprehensive Plan is updated. – No action required; plan update has been approved by County Council.
- *Recommendation 3.3*—Reinforce the current general land use pattern of commercial and public uses along SR 1 and residential use throughout the remainder of town. – No action
- *Recommendation 5.1*—Take proactive steps to improve roadway safety. – Installed solar powered radar signs. Signed on to provide email/cell phone notification of police concerns via Nixle.com.
- *Recommendation 5.2*—Promote a safety-oriented culture. – On-going review and action as needed. Hosted two University of Delaware/Department of Highway Safety pedestrian and bicycle safety checkpoint events with plans for another event on June 11, 2010.
- *Recommendation 5.11*—Evaluate the Town’s preparedness for emergency response. –Cooperating with Sussex County Emergency Management to implement 9-1-1 Street addressing where needed. Installed electronic message board at Town Hall to notify citizens of emergency related events.
- *Recommendation 5.12*—Support the Recycling Committee’s efforts in considering the expansion of the existing recycling program. – Town-wide voluntary curbside recycling continues. Fee for service now passed on to property owners as part of the Town’s annual Comprehensive Refuse Fee.

- *Recommendation 7.2*—Provide “leadership-by-example” in all town government activities by reducing the Town’s Ecological Footprint. – Town using rain barrels for a third summer; single stream recycling implemented in Town Hall; Environmental Committee continues to host speakers at monthly meetings; Town considering LEED certified construction and green building practices as part of its Public Safety Building project; energy audit conducted May 2010 with funds provided by grant.
 - *Recommendation 7.3*—Preserve, protect and restore the dunes, beach and ocean. – On-going review and action as needed.
 - *Recommendation 7.4*—Preserve, protect and restore the bay and canals. – On-going review and action as needed.
- **ST—Short term**
 - *Recommendation 1.2*— Update the (Population and Demographic) estimates on an annual basis using a standard method. – Town Manager developed methodology based on Municipal Street Aid formula for estimating total population.
 - *Recommendation 2.2*—Review residential design standards. – No action.
 - *Recommendation 2.6*—Explore methods of providing employee-occupied rental units on commercial properties and/or participate in a regional attainable housing program. – A limited study was conducted July 2009. No other action.
 - *Recommendation 2.7*—Create a Cultural and Historic Commission. – The Planning Commission organized a Council-approved sub-committee to explore possible cultural and historic preservation efforts. The sub-committee has been encouraged to explore the possibility of becoming an independent 501(c)3 possibly in partnership with the Friends of the Fenwick Lighthouse.
 - *Recommendation 3.1*—Reinforce the determination of an Area of Concern. – Signed MOU with Sussex County for Land Planning Coordination in 2009. No further action.
 - *Recommendation 4.1*—Consider an optional overlay district for the SR 1 commercial area. – Public Workshop held June 13, 2009. No further action.
 - *Recommendation 4.2*—Provide direction to DelDOT regarding and update of the proposed Pedestrian Plan. – Due to the current economic situation, plans have not been advanced.
 - *Recommendation 4.3*—Create incentives to preserve older beach cottages and other historic and cultural resources. – No action planned at this time.

- *Recommendation 4.4*—Establish intergovernmental agreements to enable joint planning for the area surrounding incorporated Fenwick Island. — On-going review and action as needed; signed MOU with Sussex County.
- *Recommendation 4.5*—Cooperate with Sussex County to work with the State Historic Preservation Office to review and update their list of potential resources. – Attend workshops when able. No further action planned.
- *Recommendation 4.6*—Create green building guidelines, methods and strategies. – To be addressed in the future.
- *Recommendation 4.7*—Create design guidelines for architecture that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.8*—Create design guidelines for site and landscape improvements that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.9*—Develop an improved sidewalk and parking plan that reduces vehicle miles traveled. – To be addressed in the future.
- *Recommendation 5.3*—Fold the transportation goals of DelDOT’s Pedestrian Plan into comprehensive improvements for the SR 1 corridor through an Overlay District. – Public Workshop June 13, 2009 to explore Overlay District. No further action.
- *Recommendation 5.4*—Enact appropriate regulations and ensure an adequate enforcement capabilities. – To be addressed in the future.
- *Recommendation 5.5*—Establish strong intergovernmental relationships to manage recreational desires of nonresidents without impact to the Town. – To be addressed in the future.
- *Recommendation 5.9*—Establish service plans and manage their implementation. – To be addressed in the future.
- *Recommendation 5.10*—Support the Emergency Operations Center to better coordinate the diverse jurisdictional plans. – Continue to support Bethany Beach Volunteer Fire Company Ambulance program.
- *Recommendation 5.13*—Create an open space master plan and a process for acquiring and/or protecting these lands. – Planning Commission formed a Parks and Recreation Advisory Group to research topic for implementation purposes.
- *Recommendation 6.1*—Inventory historic and cultural resources. – With the assistance of the State of Delaware, the town completed an inventory of historic properties. No properties were found to meet State/Federal standards for historic designation. The Planning Commission formed a sub-committee which partnered

with Friends of the Fenwick Lighthouse and the Fenwick Island Society of Homeowners (FISH) to present week-long activities (Old Fenwick Island Days) in August 2009 with plans for a one-day event in August 2010. Photos, newspapers, and oral histories continue to be collected and displayed at Town Hall and on the Town Facebook page.

- *Recommendation 6.3*—Ensure that houses are reasonably sized. – To be addressed in the future.
- *Recommendation 6.4*—Develop additional standards for site development. – To be addressed in the future.
- *Recommendation 7.1*—Educate all residing, visiting and doing business within the Town as to the area’s special environmental protection, preservation and restoration needs. – Efforts ongoing; website, town committees, and other means being used.

▪ **LT—Longer term**

- *Recommendation 1.5*—Mitigate potential impacts of planned population growth through improving efficiencies in existing infrastructure and services. – Current economic situation restricting development/growth; no need for action at this time.
- *Recommendation 1.6*—Balance potential impacts of planned population growth with potential benefits of additional community members. – Current economic situation restricting development/growth; no need for action at this time.
- *Recommendation 2.5*—Cooperate with regional efforts to provide attainable housing. – Current economic situation restricting development/growth; no need for action at this time.
- *Recommendation 5.6*—Establish strong intergovernmental and interagency relationships to ensure aquifer system protection and the establishment of a backup system. – To be addressed in the future.
- *Recommendation 5.7*—Develop plan to determine and prioritize recreational improvements. – Planning Commission Parks and Recreation Advisory Group to study needs in order to develop plan.
- *Recommendation 5.8*—Identify funding sources to acquire, improve and maintain new recreational amenities. – Planning Commission Parks and Recreation Advisory Group will identify once an open space plan is developed.

- *Recommendation 6.2*—Develop a comprehensive signage program that draws, in part, upon and reinforces town history. — Parks and Recreation Advisory Group/Planning Commission will work to introduce signage program when inventory completed.
5. Are there any planning issues that the municipality is currently facing for which the Office of State Planning Coordination may be able to offer technical or financial assistance? (Livable Delaware Grants are available for development and implementation of comprehensive plans) If yes, please describe below.

On behalf of the Town of Fenwick Island, I respectfully submit this comprehensive plan annual report to the Office of State Planning Coordination. The information contained in the report is correct and complete.

Audrey Serio
Signature of Mayor

7-23-2010
Date

Audrey Serio
Printed Name of Mayor